



DEPARTMENT OF THE ARMY

Headquarters, Landstuhl Dental Activity

CMR 402

APO AE 09180

REPLY TO
ATTENTION OF:

MCDS-EUL

22 June 2004

MEMORANDUM FOR All L-DENTAC Personnel

SUBJECT: Landstuhl Dental Activity (L-DENTAC) Policy Letter 04-09, Training Holidays

This memorandum expires 1 year from date of publication

1. Clinic Commanders and OICs are encouraged to use a liberal leave policy for civilian employees on training holidays. Employees may use annual leave, leave without pay, or compensatory time off, if accumulated. Under no circumstances, are employees (LN or US civilian) to be granted administrative time off without charging against leave or compensation time.
2. Employees who do not take leave in activities which close down on training holiday may be detailed to another duty station within the local area. Commanders are reminded that when supervisors are absent because of holidays, someone (military or civilian) must be designated as acting supervisor.

A handwritten signature in black ink, reading "Mark E. Peacock", is positioned above the printed name.

MARK E. PEACOCK
Colonel, DC
Commanding